



## COUNCIL AGENDA

**Tuesday, January 2, 2024 – 7:00 pm**  
**Waynesville Municipal Building, 1400 Lytle Road**

- I. Swearing in newly elected Mayor and Council Members
- II. Roll Call
- III. Pledge of Allegiance
- IV. Mayor (for purposes of acknowledgments)
- V. Disposition of Minutes of Previous Meetings  
Council, December 18, 2023 at 7:00 p.m.
- VI. Public Recognition/Visitor's Comments (A five minute per person time limit will be allowed for each speaker unless more time is requested and approved by a majority of the council)
- VII. Old Business
  - Text program to inform residents
- VIII. Reports
  - Standing Council Committees
    - a) Finance Committee
    - b) Public Works Committee
    - c) Special Committees
  - Village Manager's Report
  - Police Report
  - Finance Director's Report
  - Law Directors Report
- IX. New Business:
  - Nominate President Pro Tempore.
  - To request or not request a hearing for Hammel House Inn Liquor License application.

**Legislation:**

**Reading of Ordinances and Resolutions:**

**First Reading of Ordinances and Resolutions:**

**Second Reading of Ordinances and Resolutions:**

**Tabled:**

X. Executive Session

XI. Adjournment

*Next Regular Council Meeting:*

**January 16, 2023 at 7:00 pm**

*Upcoming Meetings and Events:*

Public Works Committee, January 2, 2024 @ 6:00 p.m.  
MOMS Committee Meeting, January 16, 2024 @ 6:00 p.m.  
Finance Meeting, January 18, 2023 @ 5:00 p.m.

**Village of Waynesville  
Council Meeting Minutes  
December 18, 2023 at 7:00 pm**

**DRAFT**

Present: Mr. Brian Blankenship  
Mr. Chris Colvin  
Ms. Joette Dedden  
Mr. Zack Gallagher  
Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mrs. Connie Miller

Village Staff Present: Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Clerk of Council

*CLERK'S NOTE- This is a summary of the Village Council Meeting held on Monday, December 18, 2023.*

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Mayor Isaacs called the meeting to order at 7:00 p.m.

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**Mayor Acknowledgments**

It looks like downtown has a lot of activities for the Christmas season. The staff and Council had a wonderful time at the Christmas party. Thank you to the Council members for all their hard work; I look forward to working with everyone next year.

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**Disposition of Previous Minutes**

Ms. Dedden motioned to approve the Council minutes as written for the December 4, 2023 Council meeting, and Mr. Blankenship seconded the motion.

Motion – Dedden  
Second – Blankenship

**Roll Call – 7 yeas**

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**Public Recognition/Visitor's Comments**

None

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**Old Business**

Ms. Morley provided quotes and information from Textmygov and Everbridge in the Council packets. Textmygov is \$3,000 for a two-year contract and a \$1,500 set-up fee. Everbridge is \$3,000 with a three-year contract and \$240.00 set-up fee. Ms. Morley stated that she spoke with Textmygov, and after January, the price will return to \$3,800 a year. After speaking with both companies, they said the opt-out rate is very low, about 2%. Ms. Morley asked Council how they would like to proceed. Mr. Colvin stated he did not see a limitation to the number of communications with Everbridge as there was with Textmygov. He felt Everbridge would fit the Village's needs better than Textmygov, and Mr. Gallagher agreed. Ms. Dedden and Mrs. Miller voiced concern about spending taxpayers' dollars on a product they do not believe will be utilized. Mr. Colvin feels more and more people use texting as the primary way of communication and thinks this service would benefit the Village in communicating with residents. Mr. Colvin asked Ms. Morley if she could get a quote from Everbridge for a one-year contract. After a year, Council can then look at the metrics to see if the program is worth continuing. Ms. Dedden stated she does not believe 1/2 of the people receiving texts will read them. Mrs. Miller asked how the Village can get an accurate metric; people may be signed up, but how will we know if they read the texts? Mr. Lauffer added he likes the idea of communicating with the residents through text and would like to see Ms. Morley follow through and reach out to Everbridge and ask about a one-year contract or an early termination fee. Ms. Morley agreed to follow up and get back to the Council.

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**Reports**

**Finance**

Finance will meet on December 21, 2023, at 5:00 p.m. Everyone is invited to attend. The first meeting for 2024 will be on January 18th, 2024, at 5:00 p.m. The finance meetings will change to 6:00 p.m. before the second Council meeting in May.

**Public Works Report**

The Public Works will meet on Tuesday, January 2, at 6:00 p.m. Anyone with any questions or interest in the infrastructure is invited to attend.

**Special Committee Reports**

The Parks and Rec meeting scheduled for this evening was canceled.

MOMS Committee will meet on Tuesday, January 16, 2024 at 6:00 p.m.

### **Village Manager Report**

- KT Holden continues to work on the OPWC Franklin Phase I project by updating storm and water lines. The storm line at the S bend on Franklin is in a much worse state than initially thought. This section of Franklin will probably not be opened to through traffic until after the first of the year. They will also be installing a PRV vault in this area. Unfortunately, due to the County not marking several sewer lines, KT Holden has hit several sewer lateral lines, which has delayed the project.
- Kevin Mann from Altafiber contacted the Village to inform the Village of plans to run fiber optic cable. According to the cited ORC 1332.32 letter, the Village must respond within ten days and notify the company of any franchise or video service fees. Altafiber was notified of the Village's fees, which Mr. Mann acknowledged.
- Received positive feedback from merchants and residents on Christmas in the Village. Additionally, there were no issues or calls for service.
- Received an updated quote for the traffic signal at the corner of Route 42 and North Street. EMT, the engineering company handling this project, quoted labor and materials higher than the original quote. The Village portion will be \$240,118. The CVT money will cover most of this, but the Village will have to pay about 75K. The Village has already paid 23K for engineering costs, bringing the Village's portion to 52K.
- Receive several complaints about the lampposts in Victoria Place. The poles have deteriorated and need attention. I want to discuss this at the next Public Works meeting to see how to proceed.
- A big thank you to the Council members for supporting the Village Christmas party. Everyone had a great time. Providing thank you letters to businesses that supported the party and would ask the Council to accept these donations.

### **Police Report**

- Thank you to all those who supported the Tots-for-Tots toy drive. Retired Lt. Col. Steve Carl and his wife Barbara donated most of the toys.
- Provided a copy of the letter of support for the Warren County Drug Task Force to help them apply for grants.

Ms. Dedden motioned to accept the donations for the staff Christmas party, and Mr. Blankenship seconded the motion.

Motion – Dedden  
Second – Blankenship

**Roll Call – 7 yeas**

Mr. Colvin asked about a section of lights on Main Street that remain lit throughout the day. Chief Copeland stated that the sensor had gone bad. He explained that several lights are daisy chained together and something is wrong with the underground wiring, which would be expensive to fix. Chief Copeland stated Council plans to change the lampposts eventually, and investing more money into the lights may not be cost-effective.

Mr. Lauffer asked about the light poles in Victoria Place. Chief Copeland explained that some domes are broken, some are missing finials, which allow water to get into them and cause electrical issues, or some have deteriorated. The Street Department is replacing the bulbs, but sometimes the repair requires an electrician. He asked to discuss this at the next Public Works Committee meeting to understand better how to proceed.

Mr. Gallagher asked about Warren County not properly marking the sewer lines for the Franklin Phase I project. Chief Copeland responded that they have reached out to Warren County and are not taking any responsibility for not marking sewer lines. After looking at the specifications, the ultimate responsibility lies with KT Holden. Unfortunately, Choice One based the plans for the project on the drawings provided by Warren County, and now they have had to be changed because of insufficient information provided by the County.

**Financial Director Report**

None

**Law Report**

None

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**New Business**

None

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## **Legislation**

### **First Reading of Ordinances and Resolutions**

Ordinance No. 2023 - 060

Imposing A Moratorium for a Period Of 360 Days on the Granting of any Permit Allowing Adult Use Cannabis Operators within the Village of Waynesville, Ohio and Declaring an Emergency

Ms. Dedden motioned to waive the two-reading for Ordinance 2023-060, and Mrs. Miller seconded the motion.

Motion – Dedden

Second – Miller

#### **Roll Call – 7 yeas**

Mr. Colvin motioned to adopt Ordinance 2023-060 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Colvin

Second – Gallagher

#### **Roll Call – 7 yeas**

### **Second Reading of Ordinances and Resolutions**

#### **Ordinance No. 2023-057**

Authorizing the Mayor to Execute an Amendment to the Employment Agreement with Gary L. Copeland and Declaring an Emergency

Ms. Dedden motioned to adopt Ordinance 2023-057 as an emergency, and Mr. Blankenship seconded the motion.

Motion – Dedden

Second – Blankenship

#### **Roll Call – 7 yeas**

#### **Ordinance No. 2023-058**

An Ordinance Establishing Certain Positions and Amending the Base Pay Rates and Ranges of Village of Waynesville Employees and Declaring an Emergency

Ms. Dedden motioned to amend the dates in sections 1 and 2 of Ordinance 2023-058 to December 31, 2023, and Mrs. Miller seconded the motion.

Motion – Dedden

Second – Miller

#### **Roll Call – 7 yeas**

Mr. Colvin motioned to adopt Ordinance 2023-058 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Colvin

Second – Gallagher

#### **Roll Call – 7 yeas**

**Ordinance No. 2023-059**

An Ordinance Authorizing Village Manager to Enter into a Contract with Chase Kirby for Prosecuting Services for the Village of Waynesville and Declaring an Emergency

Ms. Dedden motioned to adopt Ordinance 2023-059 as an emergency, and Mrs. Miller seconded the motion.

Motion – Dedden  
Second – Miller

**Roll Call – 7 yeas**

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**Tabled Ordinances and Resolutions**

None

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**Executive Session**

None

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All were in favor of adjourning at 7:58 pm.

Date: \_\_\_\_\_

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Jamie Morley, Clerk of Council



## Jamie Morley

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**From:** Jamie Morley  
**Sent:** Wednesday, December 27, 2023 11:13 AM  
**To:** Earl Isaacs; Joette Dedden; Brian Blankenship (brianb5758@icloud.com); Troy Lauffer; Chris Colvin (crcolvin1033@outlook.com); Connie Miller; zgallvectren@gmail.com  
**Cc:** Gary Copeland  
**Subject:** FW: Everbridge Quote

Mayor and Council,

Good morning! I have attached the email that contains the quote from Everbridge for a one-year contract and the cancellation requirements for canceling the contract.

Have a Happy New Year!

Jamie Morley  
Clerk of Council / Utility Billing Supervisor  
Village of Waynesville  
1400 Lytle Road  
Phone/ (513) 897-8015 Fax/ (513) 897-2015

**From:** Elise Cooper <elise.cooper@everbridge.com>  
**Sent:** Thursday, December 21, 2023 11:47 AM  
**To:** Jamie Morley <jmorley@waynesville-ohio.org>  
**Subject:** RE: Everbridge Quote

Good morning Jamie!

You are able to cancel your contracts as long as it is done per the MSA contract which I believe is 60 days notice. If we do a one year quote it will be priced at \$3,240.00 to include the set up fees.  
We can also help you with the marketing to help people get enrolled and sign up for the system.

Please let me know if this is helpful and if I can provide you any additional information!

Thank you so much. Have a great day!  
Best,

December 4, 2023

**DRAFT**

MEMBERS PRESENT: Zack Gallagher, Brian Blankenship, Troy Lauffer

GUESTS PRESENT: Earl Isaacs, Chris Colvin, Joette Dedden, Connie Miller

STAFF PRESENT: Chief Copeland, Jamie Morley

1. The meeting was called to order at 6:02 PM by Mr. Gallagher.
2. Quorum was achieved – Three members were present.
3. Mr. Blankenship motioned to accept the November 6, 2023 minutes, and Mr. Lauffer seconded.  
3 Yeas
4. Chief Copeland went over ongoing and upcoming projects for the Village:
  - a. The Village scored high enough in the district to qualify for the OPWC Grant for Franklin Phase 2 in 2024. The Village's contribution will only be 21% of the project. The OPWC funds are typically released in June and will be put out to bid in July.
  - b. The OPWC grants are pass-through grants. This means Choice One and the Village Manager will approve the bills, and once approved, OPWC will release the funds and pay the bills up to the amount agreed upon. The Water and Wastewater Infrastructure grant for Third Street is a reimbursable grant. The Village will pay for the bills and then apply for reimbursement. I applied for this same grant for Fourth Street, and if approved, the specifications and bids must be done before 2024.
  - c. KT Holden is moving right along on the Franklin Phase I project. Unfortunately, there have been a few issues. I asked the owner not to store materials on the roadway as it blocks traffic. Furthermore, KT Holden hit Jamie Gabbard's sewer line for her office and needs to fix it.
  - d. I met with Michael Spicer of Moody's on Well 10. Mr. Spicer stated that the current production test for the new well was not as good as expected. They plan to use a percussion explosion to break up the area and vacuum the debris. Mr. Spicer feels this will drive up production to 400-450 GPH. The testing samples came back very clean. The plan is to have everything completed by the end of January.
  - e. SmithCorp should begin the Third Street project in January. The cost of the project will be covered entirely by grants: the OPWC grant (400K) and the Water and Wastewater Infrastructure Grant (500K).
  - f. Warren County is lining sanitary sewer lines throughout the Village. This is making it a little difficult for residents to get around town, but it will be worth it in the end.
  - g. Brian Kieth finished the backflow prevention checks and has sent the report to the OEPA.
  - h. Leaf pickup will finish on Friday to allow the Street Department to get ready for plowing season.
  - i. Fed Excavating has begun replacing the catch basins throughout the Village.
5. Mr. Lauffer asked if there was an estimated time for the Franklin project to be completed. Chief Copeland responded that they are taking about 2 ½ weeks per block. They will return in the spring to mill and fill the road.
6. All were in favor of adjourning the meeting at 6:26 PM.

Jamie Morley  
Clerk to Council